

Huron County Airport Authority
Tentative Agenda
For Regular Meeting, Monday, October 08, 2018 – 5:00pm

Call Meeting to Order:

Roll Call: Melissa James _____

 Harry Brady _____

 Larry Silcox _____

Motion to Excuse:

Public Comments:

Guest:

Approval of Minutes from Regular Meeting: September 10, 2018

Operational and Financial Report September 30,2018:

September 2018 Fuel Sales:

AVGas: \$8,517.17	Gallons: 1,969.58
Jet A: \$8,337.39	Gallons: 2,382.12

Approval of September 30,2018 Financials

As of September 30,2018

Cash in Bank:	\$ 36,557.94
Net Income YTD:	\$ 330,739.90
Total Expenses YTD:	\$ 334,481.94
Net Income/ Loss YTD:	\$ (3,742.04)

Approval to Pay Invoices: \$ 23,992.29 (Updated 10/08/2018)

Old Business:

Consultant Report

Hangar Lease

Radio Agreement

Public Records Request

New Business:

Date of Next Meeting:

Monday, November 12, 2018 @ 5:00pm

September 10, 2018

Call to order: All Present

Public comment:

Dan LeClair asked about the proposal for the TSO Radio. 7 tenants make donations to purchase. Approval of the board will be donated to HCAA. Talked about difference between TSO and non-TSO.

Email received to give AIP funds to Butler County? No

EEA 50 Thank you for hosting pancake breakfast

Check with Galion on hangar lease

Green lens may need replaced

Need to post when JetA filters where changed

Minutes / Financials:

Correction to August minutes – was Dennis Sokol not Dan LeClair requesting radio replacement. Harry Brady moved to approve minutes as corrected. Larry Silcox seconded. Motion Passed.

Larry Silcox moved to approve financials. Harry Brady seconded. Motion Passed.

Consultant Report:

ODOT no pay request until approval of grant closeout

Bob Zuck asked if AWOSK for night approach is included in next grant

Requested the board to approve 2018 Grant to be executed when it arrives. Larry Silcox moved to execute grant. Harry Brady seconded. Motion Passed.

Requested the board to approve 2017 Grant Closeout. Harry Brady moved to approve. Larry Silcox seconded. Motion Passed.

Old Business:

New Business:

Insurance inspection of all buildings to be done on 09/13/2018

Public records request from Alan Neilson. Larry Silcox to look over package that he sent. Offer Alan Neilson to look at anything he wants to look at. Harry Brady moved to table public records request till next meeting. Larry Silcox seconded. Motion Passed.

Hoffman Screen Printing moved out end of August

Radio: Larry Silcox will review written agreement before purchase to made. Harry Brady is OK with purchase of radio, but needs agreement.

EMA radio: Royden Smith asked why the county does not purchase.
What is best for airport?

Harry Brady moved to adjourn. Larry Silcox seconded. Adjourned

Submitted by:
Linda Vaughn
Secretary / Treasurer

Melissa James
Board President

Huron County Airport Authority

Balance Sheet

As of September 30, 2018

9:58 AM

10/05/2018

Cash Basis

Sep 30, 18

ASSETS

Current Assets

Checking/Savings

Civista 23825 36,557.94

Prepaid Debit Card 250.00

Total Checking/Savings 36,807.94

Accounts Receivable

Accounts Receivable -5,204.50

Total Accounts Receivable -5,204.50

Total Current Assets 31,603.44

Fixed Assets

Equipment

1,162.16

Total Fixed Assets 1,162.16

TOTAL ASSETS

32,765.60

LIABILITIES & EQUITY

Equity

Opening Balance Equity 40,822.82

Retained Earnings -4,315.18

Net Income -3,742.04

Total Equity 32,765.60

TOTAL LIABILITIES & EQUITY

32,765.60

Huron County Airport Authority
Profit & Loss YTD
 January through September 2018

10:00 AM

10/05/2018

Cash Basis
 Jan - Sep
 18

Ordinary Income/Expense

Income

Commercial Office Rent	5,853.57
FAA Grant	208,196.00
Farm Rent	8,538.64
Finance Charge	75.00
Fuel Sales	64,070.26
Hangar Rent	30,443.34
ODOT Grant	12,211.00
Overnight Fees	90.00
Utilities Reimbursement	<u>1,262.09</u>

Total Income 330,739.90

Expense

Apron B	148,035.84
Attorney Fees	1,156.65
Bank Service Charges	0.00
Cleaning / Sump	500.00
Consultant Fee	24,967.88
Credit Card Processing	1,502.69
FAA Grant Expense	64,739.52
Fuel Purchased	
100 AVGas	30,902.24
Diesel Fuel	666.04
Jet-A	<u>10,262.17</u>
Total Fuel Purchased	41,830.45
Insurance Expense	2,165.00
Legal Notices / Advertising	7.44
Maintenance	1,939.33
Membership	300.00
Mowing	6,150.00
Office Expense	
Computer Expense	143.75
Office Supplies	130.15
Postage	50.00
Office Expense - Other	<u>75.00</u>
Total Office Expense	398.90
Ohio EPA Reporting	3,800.00
Permits	1,100.00
Propane	1,791.65
Property Taxes	7,070.27
Public Records Request	40.00

Repairs and Maintenance	5,382.76
Sales Tax	
Sales Tax Discount	-26.07
Sales Tax - Other	<u>3,759.43</u>
Total Sales Tax	3,733.36
SAMS /Stop Payment should have	1,199.00
Secretary / Treasurer	1,640.00
Service Agreements	1,095.00
Snow Removal	2,736.25
Supplies	38.90
Utilities	
Electric	7,739.12
Telephone Expense	1,094.58
Water	<u>1,972.95</u>
Total Utilities	10,806.65
Website Expense	<u>354.40</u>
Total Expense	<u>334,481.94</u>
Net Ordinary Income	<u>-3,742.04</u>
Net Income	<u><u>-3,742.04</u></u>

Huron County Airport Authority

Date: 10/08/2018

Invoice Approval

10/08/2018

Company	Date	Amount	Purchase	
Albrecht, Bill	10/4/2018	400.00	EPA Testing - September 2018	3547
Beck Aviation	10/4/2018	125.00	September 2018	3578
Brady, Harry	10/8/2018	100.31	Screws for Maintenance Hangar	3573
EPIC Fuels	9/21/2018	5,618.56	1986 Gallons Jet-A	3557
EPIC Fuels	10/3/2018	10,323.18	2488 Gallons AVGas	3557
Frontier Communications	9/28/2018	122.52	Service 09/28 - 10/27/2018	EFT
Firelands Electric	4/17/2018	421.46	Repair Runway Lights	3545
Great Lakes Electric	9/28/2018	1,109.16	Install M4000 Kiosk	3579
Holtz, Mary	10/1/2018	1,499.98	Mowing / Supplies - September 2018	3558
Maple City Technology	10/4/2018	225.00	Long Range Wireless for M4000 Kiosk	3572
Northern Ohio Rural Water	9/27/2018	315.69	Service 08/14 - 09/12/2018	3582
Norwalk City	9/20/2018	90.00	August 2018 Testing	3559
Ohio Business Gateway	10/3/2018	1,230.06	Sales Tax September 2018	EFT
Ohio Edison	10/2/2018	799.84	Service 08/20 - 09/28/2018	EFT
QT Pod	9/30/2018	786.25	Base Access Plan /	3583
			M4000 1 Year Warranty / 7 month credit	
QT Pod	10/15/2018	581.08	M4000 Monthly Payment	EFT
U.S. Postmaster	10/1/2018	90.00	Annual P.O. Box Fee	3546
Vaughn, Linda	10/4/2018	150.00	September 2018	3584
W.B. Mason	5/14/2018	4.20	Copies	3585
<u>23,992.29</u>				

Approved	9/10/2018			
Michael Banker International	9/10/2018	9,312.00	Apron Rehab - Final Payment	3581